

**LOWER PASSAIC RIVER STUDY AREA  
COOPERATING PARTIES GROUP**

ATTN: Willard Potter  
de maximis, Inc  
186 Center Street  
Clinton, NJ 08809

**REMIT TO:**

CH2M HILL ENGINEERS, INC.  
P.O. BOX 201869  
DALLAS, TX 75320-1869  
(864) 599-4600 FAX (864) 599-6420

**DATE:** August 15, 2013

**INVOICE NUMBER:** 38113021837

**CH2M HILL PROJECT NUMBER:** 474468

**LOCATION:** LOWER PASSAIC RIVER STUDY AREA - NEWARK, NJ

**PROJECT:** RIVER MILE 10.9 TIME CRITICAL REMOVAL ACTION

CONSTRUCTION & CONSTRUCTION MANAGEMENT SERVICES

**CONTRACT:** PROFESSIONAL SERVICES AGREEMENT for LOWER PASSAIC RIVER STUDY AREA

**TERMS:** NET 45 DAYS

**PROJECT MANAGER:** Gary Foster

**FOR PROFESSIONAL SERVICES RENDERED through 26-JUL-13**

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## CURRENT MONTH INVOICE DOCUMENTATION

LOCATION: LOWER PASSAIC RIVER STUDY AREA - NEWARK, NJ  
PROJECT: RIVER MILE 10.9 TIME CRITICAL REMOVAL ACTION  
CONSTRUCTION & CONSTRUCTION MANAGEMENT SERVICES

DATE: 08/15/13  
INVOICE NUMBER: 38113021837

<b>1100 - 1300</b>	<b>PRECONSTR PLANS &amp; SUBMITTALS</b>	Services through:	7/26/2013
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**DESCRIPTION OF SERVICES:** GLDD work plan preparation

<b>EXPENSES:</b>	<b>DATE</b>	<b>EMPLOYEE/VENDOR NAME</b>	<b>EXPENDITURE CATEGORY</b>	<b>BILL AMOUNT</b>
	08/06/13	GREAT LAKES DREDGE & DOCK COMPANY LLC	SUBCONTRACT SERVICE - OTHER	1,267.50
	08/06/13	MARKUP ON NON-TRAVEL EXPENSES	MARKUP - 5%	63.38
<b>EXPENSES TOTAL:</b>				<b>\$ 1,330.88</b>
<b>TASK TOTAL:</b>				<b>\$ 1,330.88</b>

<b>2010 - 2020</b>	<b>SUBCONTRACTOR MOBILIZATION</b>	Services through:	7/26/2013
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**DESCRIPTION OF SERVICES:** Percentage of GLDD lump sum cost associated with mobilization of dredging & stabilization operations

<b>EXPENSES:</b>	<b>DATE</b>	<b>EMPLOYEE/VENDOR NAME</b>	<b>EXPENDITURE CATEGORY</b>	<b>BILL AMOUNT</b>
	08/06/13	GREAT LAKES DREDGE & DOCK COMPANY LLC	SUBCONTRACT SERVICE - OTHER	169,167.00
	08/06/13	MARKUP ON NON-TRAVEL EXPENSES	MARKUP - 5%	8,458.35
<b>EXPENSES TOTAL:</b>				<b>\$ 177,625.35</b>
<b>TASK TOTAL:</b>				<b>\$ 177,625.35</b>

<b>2500</b>	<b>WATER QUALITY MONITOR/TESTING</b>	Services through:	7/26/2013
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**DESCRIPTION OF SERVICES:** Cost of GLDD water quality monitoring (4 weeks)

<b>EXPENSES:</b>	<b>DATE</b>	<b>EMPLOYEE/VENDOR NAME</b>	<b>EXPENDITURE CATEGORY</b>	<b>BILL AMOUNT</b>
	08/06/13	GREAT LAKES DREDGE & DOCK COMPANY LLC	SUBCONTRACT SERVICE - OTHER	24,460.00
	08/06/13	MARKUP ON NON-TRAVEL EXPENSES	MARKUP - 5%	1,223.00

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**Great Lakes Dredge and Dock**

2122 York Road, STE 200  
Oak Brook, Illinois 60523  
Phone: 630-574-3000  
Attn: Accounts Receivable

**Invoice #: 474468-002****CUSTOMER:**

CH2M HILL Engineers, Inc.  
PO Box 241327  
Denver, CO 80224  
Attn: CCI AP

**SITE:**

Lower Passaic River-Mile 10.9 Project  
Lyndhurst, NJ

**PERFORMANCE PERIOD 7/1/13 - 7/31/13**

Subcontract Number		PAYMENT TERMS	PROJECT #	DATE	
474468-1002		Paid When Paid	474468	8/6/2013	
QUANTITY		DESCRIPTION	UNIT PRICE	TOTAL	
Unit	UOM				
1	EA	See Attached	\$202,902.50	\$202,902.50	
		See attached Work Summary Sheets and Schedule -of-Values.			
TOTAL OF INVOICE				\$202,902.50	

**REMIT TO:**

Great Lakes Dredge and Dock  
2122 York Road, STE 200  
Oak Brook, IL 60523  
Attn: Accounts Receivable

## GREAT LAKES DREDGE AND DOCK

AS OF

7/31/2013

## CH2M HILL

## Lower Passaic River-Mile 10.9 Project

## QUANTITIES

## PAYMENT

Item No.	Current Contract Quantity	Description	Unit	Unit Price \$	Extended \$ Value	This Period %	Previous %	To Date %	Previous \$	This Period \$	To Date \$
1	1	PREPARATION OF PROJECT PLANS	LS	\$25,350.00	\$25,350.00	5%	90%	95%	\$22,815.00	\$1,267.50	\$24,082.50
1a	1	BENCH SCALE STABILIZATION TESTING	LS	\$7,187.50	\$7,187.50	0%	100%	100%	\$7,187.50	\$0.00	\$7,187.50
2a	1	MOBILIZATION-DREDGING/TREATMENT	LS	\$563,890.00	\$563,890.00	30%	70%	100%	\$394,723.00	\$169,167.00	\$563,890.00
2b	1	MOBILIZATION-CAPPING	LS	\$46,625.00	\$46,625.00	0%	0%	0%	\$0.00	\$0.00	\$0.00
3	19,600	DREDGING & DELIVERY	IN SITU YD <sup>3</sup>	\$42.32	\$829,472.00	0	0	0	\$0.00	\$0.00	\$0.00
4	26,950	SEDIMENT TREATMENT	TONS	\$112.50	\$3,031,875.00	0	0	0	\$0.00	\$0.00	\$0.00
4a	1	LINING/TARPING/WEIGHING STATION CONSTRUCTION	LS	\$57,200.00	\$57,200.00	14%	86%	100%	\$49,192.00	\$8,008.00	\$57,200.00
4b	44	LINING/TARPING/WEIGHING STATION O & M	DAYS	\$6,865.00	\$302,060.00	0	0	0	\$0.00	\$0.00	\$0.00
4c	1	SUPPLY AND OPERATE BAG FILTER SYSTEM	LS	\$47,524.00	\$47,524.00	0%	0%	0%	\$0.00	\$0.00	\$0.00
5	1	DEBRIS MANAGEMENT AND ENVIRONMENTAL PROTECTION	LS	\$137,230.00	\$137,230.00	0%	0%	0%	\$0.00	\$0.00	\$0.00
6a	3,580	CAPPING-SAND LAYER	YD <sup>3</sup>	\$60.25	\$215,695.00	0	0	0	\$0.00	\$0.00	\$0.00
6d	1,660	CAPPING-REACTIVE LAYER (4 INCHES SEDIMENT)	TONS	\$3,940.00	\$6,540,400.00	0	0	0	\$0.00	\$0.00	\$0.00
6c	235,700	CAPPING-GEOTEXTILE	FT <sup>2</sup>	\$0.85	\$200,345.00	0	0	0	\$0.00	\$0.00	\$0.00
6d	10,502	CAPPING-ARMOR LAYER (TYPE A)	TONS	\$56.35	\$591,787.70	0	0	0	\$0.00	\$0.00	\$0.00
6e	1,430	CAPPING-ARMOR LAYER (TYPE B)	TONS	\$65.80	\$94,094.00	0	0	0	\$0.00	\$0.00	\$0.00
7	22	WATER QUALITY MONITORING AND TESTING	WEEKS	\$6,115.00	\$134,530.00	4	4	8	\$24,460.00	\$24,460.00	\$48,920.00
8a	1	DEMOBILIZATION-DREDGING & DELIVERY/TREATMENT	LS	\$128,395.00	\$128,395.00	0%	0%	0%	\$0.00	\$0.00	\$0.00
8b	1	DEMOBILIZATION-CAPPING	LS	\$19,145.00	\$19,145.00	0%	0%	0%	\$0.00	\$0.00	\$0.00
9a		STANDBY TIME-DREDGING & DELIVERY	HOURL	\$1,265.00	\$0.00	0	0	0	\$0.00	\$0.00	\$0.00
9b		STANDBY TIME-SEDIMENT TREATMENT	HOURL	\$3,160.00	\$0.00	0	0	0	\$0.00	\$0.00	\$0.00
9c		STANDBY TIME-CAPPING	HOURL	\$1,790.00	\$0.00	0	0	0	\$0.00	\$0.00	\$0.00
10		UPGRADE TO LEVEL C	PERSON/DAY	\$275.00	\$0.00	0	0	0	\$0.00	\$0.00	\$0.00
21	1	PAYMENT AND PERFORMANCE BONDS, AT ACTUAL COST	LS	\$66,787.00	\$66,787.00	0%	100%	100%	\$66,787.00	\$0.00	\$66,787.00
SUBTOTAL											\$768,067.00
OPTIONAL BID ITEMS											
OP1	27,440	SEDIMENT TREATMENT (12% BY WEIGHT PORTLAND CEMENT ADDITION)	TONS	\$110.00	\$3,018,400.00	0	0	0	\$0.00	\$0.00	\$0.00
OP2	27,930	SEDIMENT TREATMENT (14% BY WEIGHT PORTLAND CEMENT ADDITION)	TONS	\$110.00	\$3,072,300.00	0	0	0	\$0.00	\$0.00	\$0.00
OP3	833	CAPPING-REACTIVE LAYER (2 INCHES SEDIMENT)	TONS	\$3,890.00	\$3,240,370.00	0	0	0	\$0.00	\$0.00	\$0.00
OP4	3,609	CAPPING-REACTIVE LAYER (6 INCHES AQUAGATE)	TONS	\$735.00	\$2,652,615.00	0	0	0	\$0.00	\$0.00	\$0.00
OP5	26,460	SEDIMENT TREATMENT (8% BY WEIGHT PORTLAND CEMENT ADDITION)	TONS	\$112.50	\$2,976,750.00	0	0	0	\$0.00	\$0.00	\$0.00
OP6	5	SEDIMENT TREATMENT FACILITY OPERATION DAY 27 THROUGH 31 (as required)	DAYS	\$58,581.00	\$292,905.00	0	0	0	\$0.00	\$0.00	\$0.00

Totals:	\$565,164.50	\$202,902.50	\$768,067.00
Totals:			\$768,067.00
Less Previous Requests:			\$565,164.50
Current Balance Due:			\$202,902.50

CURRENT TOTAL CONTRACT VALUE: \$13,039,592.20

<u>INVOICE #</u>	<u>PERIOD ENDING</u>		<u>GROSS</u>
474468-001	6/30/2013	\$	565,164.50
474468-002	7/31/2013	\$	202,902.50

<b>TOTALS</b>		<b>\$</b>	<b>768,067.00</b>
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From: eTickets@amtrak.com  
Sent: Monday, June 17, 2013 10:09 PM  
To: Brinkman, James/BOS  
Subject: Amtrak: eTicket for Your Upcoming Trip  
Attachments: JAMES\_BRINKMAN\_CH2M\_COM\_201306172209104455.pdf

**SALES RECEIPT - NOT VALID FOR TRAVEL**



Purchased: 06/17/2013 7:09 PM Retain for your records.

Merchant ID 0100060 Massachusetts Avenue Washington, DC 20002800-USA-RAILAmtrak.com

**Reservation Number - 5680E7 PROVIDENCE, RI - NEWARK PENN STA, NJ (Round-Trip) JUNE 17, 2013**  
Billing Information

JAMES J BRINKMAN24 NATHAN LANEPLYMOUTH, MA 02360	
Visa ending in 1448 (Purchase)Authorization Code 073161	\$334
<b>Total</b>	
<b>\$334.00</b>	

**Purchase Summary**

<b>Train 2153: PROVIDENCE, RI - NEWARK (PENN STATION), NJ</b> Depart 6:43 AM, Wednesday, June 19, 2013	
1 ACELA EXPRESS BUSINESS CL SEAT	<b>\$158.00</b>
Ticket Terms & ConditionsACELA EXPRESS SERVICE, NO PARTIAL REFUND IF USED ON OTHER SERVICE	
<b>Subtotal</b>	
<b>\$158.00</b>	
<b>Train 2170: NEWARK (PENN STATION), NJ - PROVIDENCE, RI</b> Depart 5:33 PM, Thursday, June 20, 2013	
1 ACELA EXPRESS BUSINESS CL SEAT	<b>\$176.00</b>

Ticket Terms & Conditions	
ACELA EXPRESS SERVICE, NO PARTIAL REFUND IF USED ON OTHER SERVICE	
	<b>Subtotal</b>
	<b>\$176.00</b>
<b>Total Charged by Amtrak</b>	
	<b>\$334.00</b>

## Important Information

- We recommend that you arrive at the station at least 30 minutes prior to your scheduled departure. Allow additional time if you need help with baggage or tickets.
- If you are traveling on the Auto Train you must check in at least two hours before scheduled departure.
- All Amtrak trains except the Auto Train are non-smoking.
- Valid photo ID required. Learn more at [www.amtrak.com/ID](http://www.amtrak.com/ID).
- For baggage policy information, visit [www.amtrak.com/baggage](http://www.amtrak.com/baggage).
- Tickets are non-transferrable.
- Changes to your itinerary may affect your fare.
- Refund restrictions or penalties may apply. Review the refund/exchange policy at [www.amtrak.com/refundexchange](http://www.amtrak.com/refundexchange).
- Summary of Conditions of Contract: Ticket valid for carriage or refund for twelve months after date of issue unless otherwise specified. Ticket is a contract of carriage between Amtrak and the ticket holder which is subject to specific terms and conditions. These terms and conditions are available for inspection at Amtrak ticket counters or on the Amtrak website at [www.amtrak.com/conditionsofcontract](http://www.amtrak.com/conditionsofcontract), or may be requested by calling 1-800-USA-RAIL. Tickets sold for non-Amtrak service are subject to the tariffs of the providing carrier.
- Questions? Contact us online at [www.amtrak.com/contact](http://www.amtrak.com/contact) or call 1-800-USA-RAIL (1-800-872-7245) or TDD/TTY (1-800-523-6590).







## EXPENSE REPORT

Employee Name Long,  
Rex/DEN  
Employee Number AAB00065410  
Company/SubCompany LGI/LGE  
Through Date 03-JUL-2013  
Tracking Number ER01292403

## Summary

Expense Report Total	1,713.34
Amount Due to Company	.00
Amount Due to Credit Card	847.12
Amount Due to Employee	61.15
Amount Applied to Credit Card	.00

Transaction Date	Loc. Code	Project #	Expense Type	Business Purpose	Ticket #	Amount
14-JUN-2013	E27	474468.RA.PM.01	Airline - Ticket	Site visit	0167190609097	828.02
14-JUN-2013	E27	474468.RA.PM.01	Airline - Ticket	Site visit	8900600178169	31.00
Total for 14-JUN-2013						859.02

19-JUN-2013	DEN	474468.RA.PM.01	Meals(Travel) - Lunch	Site visit		9.69
19-JUN-2013	STD	474468.RA.PM.01	Meals(Travel) - Dinner	Site visit		9.07
19-JUN-2013	STD	474468.RA.PM.01	Hotel	Site visit		229.00
19-JUN-2013	STD	474468.RA.PM.01	Hotel Room Tax	Site visit		34.35
19-JUN-2013	E27	474468.RA.PM.01	Tolls	Site visit		1.65
19-JUN-2013	E27	474468.RA.PM.01	Tolls	Site visit		4.00
19-JUN-2013	DEN	474468.RA.PM.01	Auto - Mileage	Site visit		18.65

\* Mileage Details: 33MI at 0.565/MI

19-JUN-2013	DEN	474468.RA.PM.01	Tolls	Site visit		9.10
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\* UserNote: E-470 Tolls

Total for 19-JUN-2013 315.51

20-JUN-2013	STD	474468.RA.PM.01	Hotel	Site visit		229.00
20-JUN-2013	STD	474468.RA.PM.01	Hotel Room Tax	Site visit		34.35
20-JUN-2013	STD	474468.RA.PM.01	Meals - Business(Self & Others)	Site visit		88.36

GUEST(S): Foster, Gary R/CCI -

Total for 20-JUN-2013 351.71

21-JUN-2013	STD	474468.RA.PM.01	Auto - Gas	Site visit		7.53
21-JUN-2013	E27	474468.RA.PM.01	Meals(Travel) - Breakfast	Site visit		4.39
21-JUN-2013	E27	474468.RA.PM.01	Auto - Rental	Site visit		95.43
21-JUN-2013	DEN	474468.RA.PM.01	Parking - Metered or Lot	Site visit		52.00
21-JUN-2013	DEN	474468.RA.PM.01	Auto - Mileage	Site visit		18.65

\* Mileage Details: 33MI at 0.565/MI

21-JUN-2013	DEN	474468.RA.PM.01	Tolls	Site visit		9.10
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\* UserNote: E-470 Tolls

Total for 21-JUN-2013 187.10

Gerald Vogt

APPROVED BY

Rex Long

SUBMITTED BY

\* Electronic signatures validated by CH2M HILL network security

\*\* Created by proxy on behalf of the employee



















# FEDERAL EXPRESS INVOICES

**Date:** 20130711

**Proj#** 474468

**Invoice Information:**

Bill To: CH2M HILL INC  
9191 South Jamaica Street  
Englewood, CO 80112

FedEx Invoice #: **233271535**

<b>Airbill Information:</b>	<b>Sender's Name and Address</b>	<b>Recipient Information and Proof of Delivery</b>	<b>Pkgs/Wght</b>	<b>Net Charges</b>
<b>Tracking Number:</b> 796152425905  474468.ra.pm.01/INC00030762  Bill-To-Account: 421424365	Theresa Dunnington CH2MHILL INC 1 South Main Street DAYTON OH 45402  <b>Shipped Date:</b> 20130703	Rajiv Prakash Jersey City Municipal Utilitie 555 Route #440 JERSEY CITY NJ 7305  <b>Delivered:</b> 20130705 <b>Time:</b> 1202 <b>Signed:</b> T.HARRINGTON	1/0	7.53

FIELD EQUIPMENT  
EMPLOYEE: ASBURY, SABRINA NICOLE

DATE	CLASSIFICATION	GEN	PROJECT/TASK	QTY/ AMT	DESCRIPTION
28 Jun 13	DISPOSABLES PROTECT	AAB00410969	474468 RA CM 01	52 08	4 EACH Hard Cap w/logo (Elect ) (INC)
28 Jun 13	DISPOSABLES PROTECT	AAB00410969	474468 RA CM 01	66 72	4 EACH Full brim hard hat w/logo (INC) [CH2 HAT]



25-JUN-2013	STD	474468.RA.CM.01	Hotel Room Tax	LPR Expenses_R&B June 2013	18.00
Total for 25-JUN-2013					138.00
26-JUN-2013	STD	474468.RA.CM.01	Hotel	LPR Expenses_R&B June 2013	120.00
26-JUN-2013	STD	474468.RA.CM.01	Hotel Room Tax	LPR Expenses_R&B June 2013	18.00
Total for 26-JUN-2013					138.00
03-JUL-2013	STD	474468.RA.CM.01	Hotel	LPR Expenses_R&B June 2013	89.00
03-JUL-2013	STD	474468.RA.CM.01	Hotel Room Tax	LPR Expenses_R&B June 2013	8.90
Total for 03-JUL-2013					97.90
12-JUL-2013	STD	474468.RA.CM.01	Hotel	LPR Expenses_R&B June 2013	79.00
12-JUL-2013	STD	474468.RA.CM.01	Hotel Room Tax	LPR Expenses_R&B June 2013	9.00
Total for 12-JUL-2013					88.00
14-JUL-2013	STD	474468.RA.CM.01	Hotel	LPR Expenses_R&B June 2013	120.00
14-JUL-2013	STD	474468.RA.CM.01	Hotel Room Tax	LPR Expenses_R&B June 2013	18.00
Total for 14-JUL-2013					138.00
15-JUL-2013	STD	474468.RA.CM.01	Hotel	LPR Expenses_R&B June 2013	120.00
15-JUL-2013	STD	474468.RA.CM.01	Hotel Room Tax	LPR Expenses_R&B June 2013	18.00
Total for 15-JUL-2013					138.00
16-JUL-2013	STD	474468.RA.CM.01	Hotel	LPR Expenses_R&B June 2013	120.00
16-JUL-2013	STD	474468.RA.CM.01	Hotel Room Tax	LPR Expenses_R&B June 2013	18.00
Total for 16-JUL-2013					138.00
17-JUL-2013	STD	474468.RA.CM.01	Hotel	LPR Expenses_R&B June 2013	120.00
17-JUL-2013	STD	474468.RA.CM.01	Hotel Room Tax	LPR Expenses_R&B June 2013	18.00
Total for 17-JUL-2013					138.00
18-JUL-2013	STD	474468.RA.CM.01	Hotel	LPR Expenses_R&B June 2013	120.00
18-JUL-2013	STD	474468.RA.CM.01	Hotel Room Tax	LPR Expenses_R&B June 2013	18.00
Total for 18-JUL-2013					138.00

**B Venkatesh**

APPROVED BY

**Joseph Hambrick**

SUBMITTED BY

\* Electronic signatures validated by CH2M HILL network security

















26-JUN-2013	STD	474468.RA.CM.01	Project Allowance	LPR Expenses_Project Allowance	61.00
* UserNote: Per Diem Allowance per Gary Foster_See attached letter					
Total for 26-JUN-2013					61.00
27-JUN-2013	STD	474468.RA.CM.01	Project Allowance	LPR Expenses_Project Allowance	61.00
* UserNote: Per Diem Allowance per Gary Foster_See attached letter					
Total for 27-JUN-2013					61.00
14-JUL-2013	STD	474468.RA.CM.01	Project Allowance	LPR Expenses_Project Allowance	61.00
* UserNote: Per Diem Allowance per Gary Foster_See attached letter					
Total for 14-JUL-2013					61.00
15-JUL-2013	STD	474468.RA.CM.01	Project Allowance	LPR Expenses_Project Allowance	61.00
* UserNote: Per Diem Allowance per Gary Foster_See attached letter					
Total for 15-JUL-2013					61.00
16-JUL-2013	STD	474468.RA.CM.01	Project Allowance	LPR Expenses_Project Allowance	61.00
* UserNote: Per Diem Allowance per Gary Foster_See attached letter					
Total for 16-JUL-2013					61.00
17-JUL-2013	STD	474468.RA.CM.01	Project Allowance	LPR Expenses_Project Allowance	61.00
* UserNote: Per Diem Allowance per Gary Foster_See attached letter					
Total for 17-JUL-2013					61.00
18-JUL-2013	STD	474468.RA.CM.01	Project Allowance	LPR Expenses_Project Allowance	61.00
* UserNote: Per Diem Allowance per Gary Foster_See attached letter					
Total for 18-JUL-2013					61.00

**B Venkatesh**

APPROVED BY

\* Electronic signatures validated by CH2M HILL network security

**Joseph Hambrick**

SUBMITTED BY





Flying J 749  
24279 Roger Clark B1  
Carmel Church VA  
22546

Invoice # 65223  
Date 07/03/13  
Time 08:12  
Auth # 003207

VI  
Acct#  
#####2779

Pump	Gallons	Price
02	13.463	\$ 3.199

Product	Amount
Unleaded	\$ 43.07

Total Sale \$ 43.07

QUIKTRIP #01147  
1012 WOODRUFF RD  
GREENVILLE, SC

Invoice # 0000000  
Date 07/12/13  
Time 08:41AM  
Auth # 046080

UISA Acct #  
XXXXXXXXXXXX2779

Pump	Gallons	Price
05	15.510	\$3.099

Product	Amount
UNLEADED	\$48.07
Total Sale	\$48.07

QUIKTRIP #01121  
4855 Calhoun Memoria  
Easley, SC

Invoice # 0000000  
Date 07/03/13  
Time 02:28PM  
Auth # 072286

UISA Acct #  
XXXXXXXXXXXX2779

Pump	Gallons	Price
09	16.975	\$2.949

Product	Amount
UNLEADED	\$50.06
Total Sale	\$50.06















## EXPENSE REPORT

**Employee Name** Hicks,  
 George/CHC  
**Employee Number** AAB00107848  
**Company/SubCompany** INC/INC  
**Through Date** 28-JUN-2013  
**Tracking Number** ER01288750

## Summary

<b>Expense Report Total</b>	2,254.52
<b>Amount Due to Company</b>	.00
<b>Amount Due to Credit Card</b>	1,298.09
<b>Amount Due to Employee</b>	153.42
<b>Amount Applied to Credit Card</b>	.00

Transaction Date	Loc. Code	Project #	Expense Type	Business Purpose	Ticket #	Amount
28-JUN-2013	E27	474468.RA.CM.01	Airline - Ticket	Lower Passaic River July TC Meeting	0067190610720	627.91
* UserNote: Ticket for TC Meeting						
28-JUN-2013	E27	474468.RA.CM.01	Airline - Ticket	Lower Passaic River July TC Meeting	8900600179792	11.00
<b>Total for 28-JUN-2013</b>						<b>638.91</b>
06-JUL-2013	E27	474468.RA.CM.01	Airline - Ticket	Lower Passaic River July TC Meeting	0062172864608	180.00
* UserNote: Change fee of \$200 - \$20 credit = \$180 Change to cover LPR RM 10.9 pre-dredge survey work						
<b>Total for 06-JUL-2013</b>						<b>180.00</b>
09-JUL-2013	STD	474468.RA.CM.01	Auto - Mileage	Lower Passaic River July TC Meeting		40.68
* Mileage Details: 72MI at 0.565/MI						
* UserNote: Home (Washington, IN) to Evansville, IN (EVV) Airport						
09-JUL-2013	E27	474468.RA.CM.01	Hotel	Lower Passaic River July TC Meeting		151.05
09-JUL-2013	E27	474468.RA.CM.01	Hotel Room Tax	Lower Passaic River July TC Meeting		22.65
<b>Total for 09-JUL-2013</b>						<b>214.38</b>
10-JUL-2013	E27	474468.RA.CM.01	Hotel	Lower Passaic River July TC Meeting		151.05
10-JUL-2013	E27	474468.RA.CM.01	Hotel Room Tax	Lower Passaic River July TC Meeting		22.65
<b>Total for 10-JUL-2013</b>						<b>173.70</b>
11-JUL-2013	E27	474468.RA.CM.01	Meals(Travel) - Dinner	Lower Passaic River Survey Oversight		46.38
11-JUL-2013	E27	474468.RA.CM.01	Hotel	Lower Passaic River July TC Meeting		138.57
11-JUL-2013	E27	474468.RA.CM.01	Hotel Room Tax	Lower Passaic River July TC Meeting		20.79
<b>Total for 11-JUL-2013</b>						<b>205.74</b>
12-JUL-2013	E27	474468.RA.CM.01	Meals(Travel) - Dinner	Lower Passaic River Survey Oversight		52.57
12-JUL-2013	E27	474468.RA.CM.01	Hotel	Lower Passaic River July TC Meeting		138.57
12-JUL-2013	E27	474468.RA.CM.01	Hotel Room Tax	Lower Passaic River July TC Meeting		20.79
<b>Total for 12-JUL-2013</b>						<b>211.93</b>
13-JUL-2013	STD	474468.RA.CM.01	Auto - Mileage	Lower Passaic River July TC		40.68

				Meeting		
* Mileage Details: 72MI at 0.565/MI						
* UserNote: Wife returned car from EVV (Evansville, IN) Airport to Home (Washington, IN)						
13-JUL-2013	STD	474468.RA.CM.01	Parking - Metered or Lot	Lower Passaic River July TC Meeting		35.00
* UserNote: Parking at EVV (Evansville Airport) - Tuesday through Saturday						
13-JUL-2013	E27	474468.RA.CM.01	Meals(Travel) - Dinner	Lower Passaic River Survey Oversight		23.62
13-JUL-2013	E27	474468.RA.CM.01	Hotel	Lower Passaic River July TC Meeting		138.57
13-JUL-2013	E27	474468.RA.CM.01	Hotel Room Tax	Lower Passaic River July TC Meeting		20.79
<b>Total for 13-JUL-2013</b>						<b>258.66</b>
14-JUL-2013	E27	474468.RA.CM.01	Auto - Gas	Lower Passaic River July TC Meeting		19.01
* UserNote: Rental Car Fuel - credit card reader did not work						
14-JUL-2013	E27	474468.RA.CM.01	Tolls	Lower Passaic River July TC Meeting		2.15
14-JUL-2013	E27	474468.RA.CM.01	Auto - Rental	Lower Passaic River July TC Meeting		350.04
<b>Total for 14-JUL-2013</b>						<b>371.20</b>

**John Mogge**

APPROVED BY

**George Hicks**

SUBMITTED BY

\* Electronic signatures validated by CH2M HILL network security



**From:** ch2mhill@tandt.com  
**Sent:** Friday, June 28, 2013 11:41 PM  
**To:** Hicks, George/CHC; Travel Itinerary Backup  
**Subject:** RETAIN FOR EXPENSE DOCUMENTATION - NAME: HICKS/GEORGE LAWRENCE - TRV  
DATE: 09JUL - ID: LCWLVG

## CH2M HILL Travel Services

**DO NOT DELETE THIS EMAIL - You must submit this email as documentation of your air travel expense.**

All expenses must be submitted for reimbursement within 60 days. Failure to do so may put reimbursement at risk.

Please take a moment to review this emailed itinerary for accuracy. Failure to report discrepancies to Travel and Transport within 24 hours of receipt may result in additional costs to CH2M HILL.

To receive the most up-to-date information on your itinerary, go to <https://www.viewtrip.com>. Your reservation number is LCWLVG.

For up-to-date information on luggage fees assessed by the airlines, please [click here](#).

To add this to your calendar [Add to calendar](#).

Ticket: 0067190610720 Delta Air Lines  
☐ Lowest priced available airfare: \$627.91  
☐ Ticketed airfare: \$627.91  
☐ Unallowable cost: \$0.00

Invoice	
<b>Total Invoice Amount: \$638.91</b>	
Electronic Ticket Number: 0067190610720	
Ticket Amount: \$627.91 - Form of Payment: VI*****4162	
Transaction Fee Number: 8900600179792	
Transaction Fee Amount: \$11.00 - Form of Payment: VI*****4162	
This ticket information applies to the following flight(s):	
DELTA AIR LINES flight 5138 from Evansville to Atlanta on July 09	
DELTA AIR LINES flight 5148 from Atlanta to Newark on July 09	
DELTA AIR LINES flight 807 from Newark to Atlanta on July 11	
DELTA AIR LINES flight 5111 from Atlanta to Evansville on July 11	

Travel Summary - Record LCWLVG				
Traveler		Reference #	Frequent Flyer #	
HICKS/GEORGE LAWRENCE		DE899955-CH00206	DL2381150610	
Date	From/To	Flight/Vendor	Depart/Arrive	Class/Type
<a href="#">07/09/2013</a>	EVV-ATL	DL 5138	06:00 AM/08:16 AM	Economy
<a href="#">07/09/2013</a>	ATL-EWR	DL 5148	10:00 AM/12:21 PM	Economy
<a href="#">07/11/2013</a>	EWR-ATL	DL 807	07:45 AM/09:59 AM	Economy
<a href="#">07/11/2013</a>	ATL-EVV	DL 5111	12:10 PM/12:25 PM	Economy

AIR - Tuesday, July 9 2013		
Delta Air Lines Flight DL 5138 Economy Class		
Depart:	Dress Regional Evansville, Indiana, United States 06:00 AM Tuesday, July 9 2013	<a href="#">Weather</a>
Arrive:	Hartsfield-Jackson ATL, S - Terminal South Atlanta, Georgia, United States 08:16 AM Tuesday, July 9 2013	<a href="#">Weather</a>
Duration:	1 hour(s) and 16 minute(s) Non-stop	

Status:	Confirmed - Delta Air Lines Booking Reference: GHFVNJ
Equipment:	Canadair Regional Jet
Operated By:	EXPRESSJET DBA DELTA CONNECTION
Seat:	11B( Non smoking, Aisle) Confirmed - HICKS/GEORGE LAWRENCE
FF Number:	2381150610 - HICKS/GEORGE LAWRENCE

#### AIR - Tuesday, July 9 2013

##### Delta Air Lines Flight DL 5148 Economy Class

Depart:	Hartsfield-Jackson ATL, S - Terminal South Atlanta, Georgia, United States 10:00 AM Tuesday, July 9 2013	<a href="#">Weather</a>
Arrive:	Newark Liberty Intl, Terminal B Newark, New Jersey, United States 12:21 PM Tuesday, July 9 2013	<a href="#">Weather</a>
Duration:	2 hour(s) and 21 minute(s) Non-stop	
Status:	Confirmed - Delta Air Lines Booking Reference: GHFVNJ	
Meal:	Refreshments for Purchase	
Equipment:	Canadair Regional Jet 900	
Operated By:	EXPRESSJET DBA DELTA CONNECTION	
Seat:	11B( Non smoking) Confirmed - HICKS/GEORGE LAWRENCE	
FF Number:	2381150610 - HICKS/GEORGE LAWRENCE	

#### AIR - Thursday, July 11 2013

##### Delta Air Lines Flight DL 807 Economy Class

Depart:	Newark Liberty Intl, Terminal B Newark, New Jersey, United States 07:45 AM Thursday, July 11 2013	<a href="#">Weather</a>
Arrive:	Hartsfield-Jackson ATL, S - Terminal South Atlanta, Georgia, United States 09:59 AM Thursday, July 11 2013	<a href="#">Weather</a>
Duration:	2 hour(s) and 14 minute(s) Non-stop	
Status:	Confirmed - Delta Air Lines Booking Reference: GHFVNJ	
Meal:	Refreshments for Purchase	
Equipment:	Airbus Industrie A319	
Seat:	20C( Non smoking) Confirmed - HICKS/GEORGE LAWRENCE	
FF Number:	2381150610 - HICKS/GEORGE LAWRENCE	

#### AIR - Thursday, July 11 2013

##### Delta Air Lines Flight DL 5111 Economy Class

Depart:	Hartsfield-Jackson ATL, S - Terminal South Atlanta, Georgia, United States 12:10 PM Thursday, July 11 2013	<a href="#">Weather</a>
Arrive:	Dress Regional Evansville, Indiana, United States 12:25 PM Thursday, July 11 2013	<a href="#">Weather</a>
Duration:	1 hour(s) and 15 minute(s) Non-stop	
Status:	Confirmed - Delta Air Lines Booking Reference: GHFVNJ	
Equipment:	Canadair Regional Jet	
Operated By:	EXPRESSJET DBA DELTA CONNECTION	
Seat:	07A( Non smoking) Confirmed - HICKS/GEORGE LAWRENCE	
FF Number:	2381150610 - HICKS/GEORGE LAWRENCE	

#### Remarks

TICKET MAY BE NON-REFUNDABLE AND CHANGE FEES MAY APPLY.  
 CANCEL PRIOR TO FLIGHT OR TICKET MAY HAVE NO VALUE.  
 ELECTRONIC TICKET CONFIRMATION FOR DELTA AIRLINES-\*\*\*GHFVNJ\*\*\*

Federal Government Per Diem: <http://www.defensetravel.dod.mil/site/perdiemCalc.cfm>.

For questions regarding this reservation LCWLVG, please contact Travel and Transport at 866-265-0664 from 6:30am-6pm MST Monday-Friday, or email your request to [ch2mhill@tandt.com](mailto:ch2mhill@tandt.com).

**For assistance with online bookings, please call 866-265-0664, or you can email your request to [travelonline@tandt.com](mailto:travelonline@tandt.com).**


For emergency assistance outside of regular business hours call 888-413-7252 in North America. From Mexico call toll-free 001-800-734-8298\*\*\* and from all other areas call collect to 402-399-4667\*\*\*

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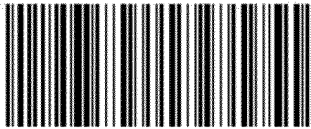
**From:** Delta Air Lines [DeltaAirLines@e.delta.com]  
**Sent:** Saturday, July 06, 2013 7:41 AM  
**To:** Hicks, George/CHC  
**Subject:** GEORGE LAWRENCE H EVANSVILLE 09JUL13

**Follow Up Flag:** Follow up  
**Flag Status:** Flagged

[Comment/Complaint ?](#) | [Add to Address Book ?](#)

 [delta.com](#) [My Trips](#) [Earn Miles](#)

## YOUR ITINERARY AND RECEIPT



**To access your boarding pass at the airport,** print email now and scan at a Delta self-service kiosk.

**Please review before your trip:**

Check in for your flight up to 24 hours prior to departure at [delta.com](#) or with the Fly Delta app - also check flights, change seats, reserve car and hotels, and much more.

Make changes to eligible electronic tickets through My Trips at [delta.com](#).

If you need to contact Delta for assistance please call 1-800-221-1212 or visit [delta.com/help](#).

**Thanks for choosing Delta.**

Flight Confirmation #: **GHFVNJ** | Ticket #: **00621728646081**

[CHECK IN ONLINE >](#)

### Your Flight Information

Tue 09JUL				
LV <b>6:00am</b>	EVANSVILLE	AR <b>8:16am</b>	ATLANTA	<b>DELTA 5138*</b> ECONOMY (K)
LV <b>10:00am</b>	ATLANTA	AR <b>12:21pm</b>	NEWARK	<b>DELTA 5148*</b> FIRST (RU) Lunch
Sun 14JUL				
LV <b>4:59pm</b>	NEWARK	AR <b>7:19pm</b>	ATLANTA	<b>DELTA 2042</b> ECONOMY (K) Snacks For Sale
LV <b>8:34pm</b>	ATLANTA	AR <b>8:54pm</b>	EVANSVILLE	<b>DELTA 5124*</b> ECONOMY (K)
*Flight 5138 Operated by EXPRESSJET AIRLINES				
*Flight 5148 Operated by EXPRESSJET AIRLINES				
*Flight 5124 Operated by EXPRESSJET AIRLINES				

## Your Flight Details [Manage Trip >](#)

Passenger Details	Flights	Seats
<b>GEORGELAWRENCE HICKS</b> SkyMiles #*****610 Diamond	DELTA 5138	08B
	DELTA 5148	02A
	DELTA 2042	See <a href="#">delta.com</a>
	DELTA 5124	See <a href="#">delta.com</a>

\*\*\*Visit [delta.com](#) or use the Fly Delta app to view, select or change your seat

### Receipt Information

#### Billing Details

**Passenger:**  
**GEORGELAWRENCE HICKS**

**Payment Method:**  
VI\*\*\*\*\*4162  
Org FOP  
VI\*\*\*\*\*4162

**Ticket Number:**  
**00621728646081**  
FP A/CUSD-18.60/TL180.00  
Org Tkt 00671906107202

**FARE:** **524.94 USD**  
**Taxes/Carrier-imposed Fees:** **82.97**  
**Total:** **607.91 USD**

PENALTY APPLIES

This ticket is non-refundable unless issued at a fully refundable fare. Some fares may not allow changes. If allowed, any change to your itinerary may require payment of a change fee and increased fare. Failure to appear for any flight without notice to Delta will result in cancellation of your remaining reservation.

Note: When using certain vouchers to purchase tickets, remaining credits may not be refunded. Additional charges and/or credits may apply and are displayed in the sections below.

### Details - Taxes/Carrier-imposed Fees

**Total:** **82.97**  
**Itemized:** 39.37 US 15.60 ZP 10.00 AY 18.00 XF

### Fare Details

EVV DL X/ATL DL EWR262.47KA00A0NQ/XX6G4 DL X/ATL DL  
EVV262.47KA00A0NQ/XX6G4 USD524.94END ZPEVVATLEWRATL XF  
EVV4.5ATL4.5EWR4.5ATL4.5


### Service Charges/Fees





**Service Charges/Fee#** 00621728646081  
**Fees:** **200.00 USD**  
**Total:** **200.00 USD**

Non-Transferrable. Retain this receipt for your records. The amount above is the total of any nonrefundable service charges or fees paid in conjunction with issuance, exchange or refund of the following tickets/documents, including any direct ticket charge included in the fare you were quoted.

Ticketing Details				
<b>Passenger:</b>	<b>Ticket #:</b>	<b>Place of Issue:</b>	<b>Issue Date:</b>	<b>Expiration Date:</b>
GEORGELAWRENCE HICKS	00621728646081	SLCRES	06JUL13	28JUN14

## Baggage Fees

 Thank you for being a valued customer. The fees below are based on your original ticket purchase information. If you qualify for free or discounted checked baggage, this will be taken into account when you check in.

Airline Rule Applied	Origin	Destination	Baggage			Tax	Total
Tue 09 Jul 2013							
DELTA	EVV	ATL	FREE <sup>1</sup> CARRY ON	 \$25 FIRST	 \$35 SECOND	\$0.00	\$60.00
DELTA	ATL	EWR	FREE <sup>1</sup> CARRY ON	FREE FIRST	FREE SECOND	\$0.00	\$0.00
							\$60.00
Sun 14 Jul 2013							
DELTA	EWR	ATL	FREE <sup>1</sup> CARRY ON	 \$25 FIRST	 \$35 SECOND	\$0.00	\$60.00
DELTA	ATL	EVV	FREE <sup>1</sup> CARRY ON	FREE FIRST	FREE SECOND	\$0.00	\$0.00
Visit delta.com for details on baggage embargos that may apply to your itinerary.							\$60.00

1:On Delta-operated flights, you may carry on one bag and a small personal item free of charge. Carry-on allowances may differ and fees may apply for flights operated by carriers other than Delta. Contact the operating carrier for detailed carry-on limitations and charges.

BusinessElite/First/Business Class weight allowance reverts to 50 lbs for all checked bags beyond the regular free allowance. Travelers to/from Key West, Florida are limited to one checked bag.

At the time of check in with Delta for Delta-marketed and Delta-operated flight(s) (including Delta connection), SkyMiles Medallion® members, SkyTeam Elite & Elite Plus, Alaska MVP & MVP Gold and active US Military personnel are eligible for fee waivers and other benefits. For more details, visit [delta.com/baggage](http://delta.com/baggage).

At the time of check in with Delta for Delta-marketed and Delta-operated flight(s) (including Delta connection), Basic Cardmembers with a Gold, Platinum, or Reserve Delta SkyMiles Credit Card from American Express are eligible for the first bag fee waiver. Waiver is only for normal bag fee, if any, for the first checked bag that is not overweight or oversize under Delta's applicable rules as set forth in Delta's contract of carriage. See [delta.com/firstbagfree](http://delta.com/firstbagfree) for more details.

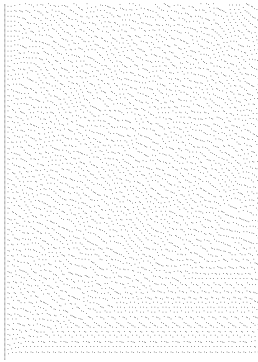
A standard checked bag with Delta may be up to 50 lbs and 62 linear inches (per piece). Additional fees apply for oversize, overweight, and/or additional pieces of checked baggage. Please review Delta's baggage guidelines for details. Weight and size restrictions may vary when checking baggage on carriers other than Delta. Contract the operating carrier for detailed checked baggage allowances. You must be checked in at the gate by the applicable check-in deadlines or your reservation may be cancelled. Please review Delta's check-in requirement guidelines for details. Check-in requirements vary by airline, so if your ticket includes travel on other airlines, please check with the operating carrier on your ticket.

Do you have comments about our service? Please email us to share them.

Questions regarding your upcoming flight? Please contact us at the following:

Delta 1-800-221-1212 | Air France 1-800-237-2747 | Alitalia 1-800-223-5730 | KLM 1-800-618-0104

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27-JUN-2013	STD	474468.RA.CM.01	Hotel	LPR Hotel 1	120.00
27-JUN-2013	STD	474468.RA.CM.01	Hotel Room Tax	LPR Hotel 1	18.00
<b>Total for 27-JUN-2013</b>					<b>138.00</b>

30-JUN-2013	HOU	474468.RA.CM.01	Hotel	LPR Hotel 1	99.00
30-JUN-2013	HOU	474468.RA.CM.01	Hotel Room Tax	LPR Hotel 1	16.83
<b>Total for 30-JUN-2013</b>					<b>115.83</b>

**Howard Gordon**

APPROVED BY

**Jeffrey Hilgaertner**

SUBMITTED BY

\* Electronic signatures validated by CH2M HILL network security

125 RT 17 SOUTH  
EAST RUTHERFORD, NJ 07073  
TELEPHONE (201) 460-9030 • FAX (201) 460-9031  
**RESERVATIONS**  
**[www.hilton.com](http://www.hilton.com) or 1 800 HILTONS**

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HILGAERTNER, JEFFREY  
2707 E EDISON ST  
SUITE 1600  
TUCSON, AZ 85716  
US

ROOM	502/KSTN	
ARRIVAL DATE	6/17/2013	7:15:00PM
DEPARTURE DATE	6/28/2013	12:37:00PM
ADULT/CHILD	1/0	
ROOM RATE	\$120.00	
RATE PLAN	S-GVT	
Honors #	83964802	SILVER
AL:	UA	#00895600059

CONFIRMATION NUMBER : 80710876

6/28/2013 PAGE 1

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125 RT 17 SOUTH  
EAST RUTHERFORD, NJ 07073  
TELEPHONE (201) 460-9030 • FAX (201) 460-9031  
**RESERVATIONS**  
**[www.hilton.com](http://www.hilton.com) or 1 800 HILTONS**

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HILGAERTNER, JEFFREY  
2707 E EDISON ST  
SUITE 1600  
TUCSON, AZ 85716  
US

ROOM	502/KSTN	
ARRIVAL DATE	6/17/2013	7:15:00PM
DEPARTURE DATE	6/28/2013	12:37:00PM
ADULT/CHILD	1/0	
ROOM RATE	\$120.00	
RATE PLAN	S-GVT	
Honors #	83964802	SILVER
AL:	UA	#00895600059

CONFIRMATION NUMBER : 80710876

6/28/2013 PAGE 2

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125 RT 17 SOUTH  
EAST RUTHERFORD, NJ 07073  
TELEPHONE (201) 460-9030 • FAX (201) 460-9031  
**RESERVATIONS**  
**www.hilton.com or 1 800 HILTONS**

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HILGAERTNER, JEFFREY  
2707 E EDISON ST  
SUITE 1600  
TUCSON, AZ 85716  
US

ROOM	502/KSTN	
ARRIVAL DATE	6/17/2013	7:15:00PM
DEPARTURE DATE	6/28/2013	12:37:00PM
ADULT/CHILD	1/0	
ROOM RATE	\$120.00	
RATE PLAN	S-GVT	
Honors #	83964802	SILVER
AL:	UA	#00895600059

CONFIRMATION NUMBER : 80710876

6/28/2013 PAGE 3

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Name and Address
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HILGAERTNER, JEFFREY  
2707 E EDISON ST  
TUCSON, AZ 85716

Confirmation # 81459611

06/29/13 PAGE 1

DATE	REFERENCE	DESCRIPTION	AMOUNT
06/28/13	2262430	GUEST ROOM	\$99.00
06/28/13	2262430	RM STATE TAX	\$5.94
06/28/13	2262430	RM COUNTY TAX	\$3.96
06/28/13	2262430	RM CITY TAX	\$6.93
06/29/13	2262588	*****9008	(\$115.83)
		** BALANCE **	\$0.00



* UserNote: Project allowance per PM Gary Foster					Total for 25-JUN-2013	61.00
26-JUN-2013	STD	474468.RA.CM.01	Project Allowance	LPR 1		61.00
* UserNote: Project allowance per PM Gary Foster						
26-JUN-2013	STD	474468.RA.CM.01	Supplies & Materials - Project	LPR 1		19.23
* UserNote: Storage tub for safety supplies						
					Total for 26-JUN-2013	80.23
27-JUN-2013	STD	474468.RA.CM.01	Project Allowance	LPR 1		61.00
* UserNote: Project allowance per PM Gary Foster						
					Total for 27-JUN-2013	61.00
28-JUN-2013	E27	474468.RA.CM.01	Project Allowance	LPR 1		61.00
* UserNote: Project Allowance per PM Gary Foster						
					Total for 28-JUN-2013	61.00

**Howard Gordon**

APPROVED BY

\* Electronic signatures validated by CH2M HILL network security

**Jeffrey Hilgaertner**

SUBMITTED BY

**From:** [Shindelbower, Heather/TPA](#)  
**To:** [Foster, Gary/ATL](#)  
**Cc:** [Hilgaertner, Jeffrey/TUK](#); [Weller, Roy/BAO](#); [Hambrick, Joseph/BTR](#); [Holsinger, Michael/IND](#); [Berend, Hedy/ATL](#)  
**Subject:** Re: Living expenses  
**Date:** Friday, July 05, 2013 9:07:05 AM  
**Attachments:** [image001.png](#)

---

Hi Jeff, you only need an email from Gary authorizing your expenses until we put the TDA in place. Let me know if you're still having trouble. Thanks.

Regards,

Heather

Sent from my iPhone

On Jul 5, 2013, at 11:28 AM, "Foster, Gary/ATL" <[Gary.Foster@CH2M.com](mailto:Gary.Foster@CH2M.com)> wrote:

You are not on TDA yet. This is merely a business trip wherein we are using daily per diems for M&I. Will let others respond

---

**From:** Hilgaertner, Jeffrey/TUK  
**Sent:** Friday, July 05, 2013 11:18 AM  
**To:** Foster, Gary/ATL; Weller, Roy/BAO; Hambrick, Joseph/BTR; Holsinger, Michael/IND  
**Cc:** Berend, Hedy/ATL; Shindelbower, Heather/TPA  
**Subject:** RE: Living expenses

Hi Gary,  
My first expense report has been rejected due to no TDA letter. How should I proceed?

Jeffrey T. Hilgaertner, OHST, CHMM  
Health & Safety Manager,  
CH2MHILL Constructors, Inc.  
2707 E. Edison St.  
Tucson, AZ 85716

(714) 552-1971 (Cell)  
(520) 204-1742 (Home)  
(480) 784-6271 (Fax)

<image001.png>

---

**From:** Foster, Gary/ATL  
**Sent:** Friday, June 28, 2013 8:30 AM  
**To:** Weller, Roy/BAO; Hambrick, Joseph/BTR; Hilgaertner, Jeffrey/TUK; Holsinger, Michael/IND  
**Cc:** Berend, Hedy/ATL; Shindelbower, Heather/TPA  
**Subject:** Living expenses

We will be modifying the TDA letters based on the recent delay in the start of

dredging. Accordingly your time spent at the site during June for some preconstruction activities should be viewed as a business trip. Our client wants to use per diems for this project so please use a daily per diem for M&I of \$61 and charge actual for your room (and applicable taxes) and travel. As I said once we can confirm the start of dredging a TDA letter will be issued.

Heather – Roy will be returning on June 30<sup>th</sup> and I plan to keep him assigned to the LPR 10.9 project from then on. Can you revise his TDA letter with a June 30 start date?

Thanks, Gary











**From:** [ch2mhill@tandt.com](mailto:ch2mhill@tandt.com)  
**To:** [Hilgaertner, Jeffrey/TUK; Travel Itinerary Backup](#)  
**Subject:** RETAIN FOR EXPENSE DOCUMENTATION - NAME: HILGAERTNER/JEFFREY THOMAS - TRV DATE: 28JUN - ID: L31XSC  
**Date:** Friday, June 21, 2013 8:24:18 AM

---

## CH2M HILL Travel Services

**DO NOT DELETE THIS EMAIL - You must submit this email as documentation of your air travel expense.**

All expenses must be submitted for reimbursement within 60 days. Failure to do so may put reimbursement at risk.

Please take a moment to review this emailed itinerary for accuracy. Failure to report discrepancies to Travel and Transport within 24 hours of receipt may result in additional costs to CH2M HILL.

To receive the most up-to-date information on your itinerary, go to <https://www.viewtrip.com>. Your reservation number is L31XSC.

For up-to-date information on luggage fees assessed by the airlines, please [click here](#).

To add this to your calendar [Add to calendar](#).

Ticket: 0167190609795 United Airlines

- Lowest priced available airfare: \$404.66
- Ticketed airfare: \$404.66
- Unallowable cost: \$0.00

<b>Invoice</b>
<b>Total Invoice Amount: \$415.66</b>
Electronic Ticket Number: 0167190609795 Ticket Amount: \$404.66 Transaction Fee Number: 8900600178875 Transaction Fee Amount: \$11.00  Form of Payment: VI*****9008  This ticket information applies to the following flight(s):  UNITED AIRLINES flight 1740 from Newark to Houston on June 28 UNITED AIRLINES flight 5176 from Houston to Tucson on June 28

Travel Summary - Record L31XSC				
Traveler		Reference #		Frequent Flyer #
HILGAERTNER/JEFFREY THOMAS		DE899955-CH00206		UAUVX49991
Date	From/To	Flight/Vendor	Depart/Arrive	Class/Type
<a href="#">06/28/2013</a>	EWR-IAH	UA 1740	05:23 PM/08:13 PM	Economy
<a href="#">06/28/2013</a>	IAH-TUS	UA 5176	09:00 PM/09:22 PM	Economy

AIR - Friday, June 28 2013		
United Airlines Flight UA 1740 Economy Class		
Depart:	Newark Liberty Intl, Terminal C Newark, New Jersey, United States 05:23 PM Friday, June 28 2013	<a href="#">Weather</a>
Arrive:	George Bush Intercontl, Terminal C	<a href="#">Weather</a>

	Houston, Texas, United States 08:13 PM Friday, June 28 2013
<b>Duration:</b>	3 hour(s) and 50 minute(s) Non-stop
<b>Status:</b>	Confirmed - United Airlines Booking Reference: <b>BFBLC3</b>
<b>Meal:</b>	Food For Purchase
<b>Equipment:</b>	Boeing 737-800 Passenger
<b>Seat:</b>	34E( Non smoking) Confirmed - HILGAERTNER/JEFFREY THOMAS
<b>FF Number:</b>	UVX49991 - HILGAERTNER/JEFFREY THOMAS

#### AIR - Friday, June 28 2013

##### United Airlines Flight UA 5176 Economy Class

<b>Depart:</b>	George Bush Interntl, Terminal B Houston, Texas, United States 09:00 PM Friday, June 28 2013	<a href="#">Weather</a>
<b>Arrive:</b>	Tucson International Airport Tucson, Arizona, United States 09:22 PM Friday, June 28 2013	<a href="#">Weather</a>
<b>Duration:</b>	2 hour(s) and 22 minute(s) Non-stop	
<b>Status:</b>	Confirmed - United Airlines Booking Reference: <b>BFBLC3</b>	
<b>Meal:</b>	Food and Beverages for Purchase	
<b>Equipment:</b>	Canadair Regional Jet 700	
<b>Operated By:</b>	SKYWEST DBA UNITED EXPRESS	
<b>FF Number:</b>	UVX49991 - HILGAERTNER/JEFFREY THOMAS	

#### Remarks

ELECTRONIC TICKET CONFIRMATION FOR UNITED AIRLINES-\*\*\*BFBLC3\*\*\*  
TICKET MAY BE NON-REFUNDABLE AND CHANGE FEES MAY APPLY.  
CANCEL PRIOR TO FLIGHT OR TICKET MAY HAVE NO VALUE.

Federal Government Per Diem: <http://www.defensetravel.dod.mil/site/perdiemCalc.cfm>.

For questions regarding this reservation L31XSC, please contact Travel and Transport at 866-265-0664 from 6:30am-6pm MST Monday-Friday, or email your request to [ch2mhill@tandt.com](mailto:ch2mhill@tandt.com).

**For assistance with online bookings, please call 866-265-0664, or you can email your request to [travelonline@tandt.com](mailto:travelonline@tandt.com).**

For emergency assistance outside of regular business hours call 888-413-7252 in North America. From Mexico call toll-free 001-800-734-8298\*\*\* and from all other areas call collect to 402-399-4667\*\*\*

Are you ready for a vacation? For budget to luxury vacation planning, [Click Here](#).



Holsinger, Michael/IND

**From:** ch2mhill@tandt.com  
**Sent:** Friday, June 14, 2013 11:44 AM  
**To:** Holsinger, Michael/SCH; Travel Itinerary Backup  
**Subject:** RETAIN FOR EXPENSE DOCUMENTATION - NAME: HOLSINGER/MICHAEL JAY - TRV  
DATE: 17JUN - ID: LZMRW6

## CH2M HILL Travel Services

**DO NOT DELETE THIS EMAIL - You must submit this email as documentation of your air travel expense.**

All expenses must be submitted for reimbursement within 60 days. Failure to do so may put reimbursement at risk.

Please take a moment to review this emailed itinerary for accuracy. Failure to report discrepancies to Travel and Transport within 24 hours of receipt may result in additional costs to CH2M HILL.

To receive the most up-to-date information on your itinerary, go to <https://www.viewtrip.com>. Your reservation number is LZMRW6.

For up-to-date information on luggage fees assessed by the airlines, please [click here](#).

To add this to your calendar [Add to calendar](#).

Invoice	
<b>Total Invoice Amount: \$521.64</b>	
Electronic Ticket Number: 0167190609006	
Ticket Amount: \$510.64	
Transaction Fee Number: 8900600056932	
Transaction Fee Amount: \$11.00	
Form of Payment: VI*****8178	
This ticket information applies to the following flight(s):	
UNITED AIRLINES flight 3575 from Indianapolis to Newark on June 17	

Travel Summary - Record LZMRW6				
Traveler	Reference #		Frequent Flyer #	
HOLSINGER/MICHAEL JAY	DE899955-CH00206			
Date	From/To	Flight/Vendor	Depart/Arrive	Class/Type
06/17/2013	IND-EWR	UA 3575	12:07 PM/02:09 PM	Economy

AIR - Monday, June 17 2013	
<b>United Airlines Flight UA 3575 Economy Class</b>	
<b>Depart:</b>	Indianapolis International Airport Indianapolis, Indiana, United States 12:07 PM Monday, June 17 2013 <a href="#">Weather</a>
<b>Arrive:</b>	Newark Liberty Intl, Terminal C Newark, New Jersey, United States 02:09 PM Monday, June 17 2013 <a href="#">Weather</a>
<b>Duration:</b>	2 hour(s) and 2 minute(s) Non-stop
<b>Status:</b>	Confirmed - United Airlines Booking Reference: LCP18E
<b>Equipment:</b>	Embraer 170
<b>Operated By:</b>	SHUTTLE AMERICA DBA UNITED EXPRESS

**Remarks**

ELECTRONIC TICKET CONFIRMATION FOR UNITED AIRLINES-\*\*\*LCP18E\*\*\*

Federal Government Per Diem: <http://www.defensetravel.dod.mil/site/perdiemCalc.cfm>.

For questions regarding this reservation LZMRW6, please contact Travel and Transport at 866-265-0664 from 6:30am-6pm MST Monday-Friday, or email your request to [ch2mhill@tandt.com](mailto:ch2mhill@tandt.com).

**For assistance with online bookings, please call 866-265-0664, or you can email your request to [travelonline@tandt.com](mailto:travelonline@tandt.com).**

For emergency assistance outside of regular business hours call 888-413-7252 in North America. From Mexico call toll-free 001-800-734-8298\*\*\* and from all other areas call collect to 402-399-4667\*\*\*

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No virus found in this message.

Checked by AVG - [www.avg.com](http://www.avg.com)

Version: 2012.0.2242 / Virus Database: 3199/5910 - Release Date: 06/14/13



# Baggage Receipt

Issue Date: 17 JUN 2013 IND ATO

A STAR ALLIANCE MEMBER

Baggage Document	Description	Qty	Fees	Method of Payment
0162601254467	First Bag Fee	1	\$25.00	Visa XXXXXXXXXXXX8178

Ticket Number	Cardholder Name
0167190609006	MICHAEL HOLSINGER

<b>BAGGAGE FEES</b>	<b>Total Fees</b>	<b>USD \$25.00</b>	<b>Confirmation: LCP18E</b>
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**Excess Baggage Terms and Conditions:**

- All excess baggage is subject to space availability.
- Receipt for payment must be presented at bag check.
- For refunds or adjustments, see a United representative.

<b>Carrier</b>	<b>Routing</b>
UA	IND - EWR

AGENT REFERENCE: GG ESC BAG



## Holsinger, Michael/IND

**From:** ch2mhill@tandt.com  
**Sent:** Friday, June 28, 2013 8:59 AM  
**To:** Holsinger, Michael/IND; Travel Itinerary Backup  
**Subject:** RETAIN FOR EXPENSE DOCUMENTATION - NAME: HOLSINGER/MICHAEL JAY - TRV  
DATE: 01JUL - ID: L846XW

### CH2M HILL Travel Services

**DO NOT DELETE THIS EMAIL - You must submit this email as documentation of your air travel expense.**

All expenses must be submitted for reimbursement within 60 days. Failure to do so may put reimbursement at risk.

Please take a moment to review this emailed itinerary for accuracy. Failure to report discrepancies to Travel and Transport within 24 hours of receipt may result in additional costs to CH2M HILL.

To receive the most up-to-date information on your itinerary, go to <https://www.viewtrip.com>. Your reservation number is L846XW.

For up-to-date information on luggage fees assessed by the airlines, please [click here](#).

To add this to your calendar [Add to calendar](#).

Invoice	
<b>Total Invoice Amount: \$511.64</b>	
Electronic Ticket Number: 0167190610555	
Ticket Amount: \$500.64	
Transaction Fee Number: 8900600179620	
Transaction Fee Amount: \$11.00	
Form of Payment: VI*****8178	
This ticket information applies to the following flight(s):	
UNITED AIRLINES flight 4087 from Newark to Indianapolis on July 01	

Travel Summary - Record L846XW				
Traveler	Reference #		Frequent Flyer #	
HOLSINGER/MICHAEL JAY	DE899955-CH00206			
Date	From/To	Flight/Vendor	Depart/Arrive	Class/Type
07/01/2013	EWR-IND	UA 4087	10:52 AM/01:02 PM	Economy

AIR - Monday, July 1 2013	
<b>United Airlines Flight UA 4087 Economy Class</b>	
<b>Depart:</b>	Newark Liberty Intl, Terminal A Newark, New Jersey, United States 10:52 AM Monday, July 1 2013 <a href="#">Weather</a>
<b>Arrive:</b>	Indianapolis International Airport Indianapolis, Indiana, United States 01:02 PM Monday, July 1 2013 <a href="#">Weather</a>
<b>Duration:</b>	2 hour(s) and 10 minute(s) Non-stop
<b>Status:</b>	Confirmed - United Airlines Booking Reference: H8WERD
<b>Equipment:</b>	EMBRAER RJ135 / RJ140 / RJ145
<b>Operated By:</b>	EXPRESSJET AIRLINES DBA UNITED EXPRESS

<b>Seat:</b>	18C( Non smoking) Confirmed - HOLSINGER/MICHAEL JAY
--------------	-----------------------------------------------------

<b>Remarks</b>
ELECTRONIC TICKET CONFIRMATION FOR UNITED AIRLINES-***H8WERD***

Federal Government Per Diem: <http://www.defensetravel.dod.mil/site/perdiemCalc.cfm> .

For questions regarding this reservation L846XW, please contact Travel and Transport at 866-265-0664 from 6:30am-6pm MST Monday-Friday, or email your request to [ch2mhill@tandt.com](mailto:ch2mhill@tandt.com) .

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Are you ready for a vacation? For budget to luxury vacation planning, [Click Here](#).



# Baggage Receipt

Issue Date: 01 JUL 2013 EWR ATO

A STAR ALLIANCE MEMBER 

Baggage Document	Description	Qty	Fees	Method of Payment
0162602059595	First Bag Fee	1	\$25.00	VISA XXXXXXXXXXXX8178

Ticket Number	Cardholder Name
0167190610555	MICHAEL HOLSINGER

<b>BAGGAGE FEES</b>	<b>Total Fees</b>	<b>USD \$25.00</b>	<b>Confirmation: H8WERD</b>
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**Excess Baggage Terms and Conditions:**

- All excess baggage is subject to space availability.
- Receipt for payment must be presented at bag check.
- For refunds or adjustments, see a United representative.

<b>Carrier</b>	<b>Routing</b>
UA	EWR - IND

AGENT REFERENCE: GG ESC BAG